

## Attachment F

### Denali Commission Quarterly Project Narrative and funds Disbursement Request

Project Name: Southcentral Foundation Phase 1 Group Homes Project

Agency: Southcentral Foundation Reporting Period: 3rd quarter

Grant #: 65-C-06-401 Amount of Funds Requested \$0

1. What is the status of the project; include portions completed?

SCF identified three residential properties that will meet the needs for the two additional group homes. After obtaining SCF Board approval to purchase, SCF discontinued pursuing one of the identified properties because of an assisted living facility, serving adult offenders, was identified as being in close vicinity to the property. SCF is currently seeking financing to purchase two identified homes, one located in South Anchorage and the second located in the mid-town area. The community acceptance process and consultation has significantly slowed progress on property acquisition. SCF is currently exploring financing and intends to have this resolved during the week of July 23rd.

2. Is the project on schedule; if not, how will this be dealt with?

The first group home is operational. The timeline for the 2<sup>nd</sup> and 3<sup>rd</sup> home is not on schedule due to a number of factors including delay in receipt of capital funds, viewed properties not meeting program specifications, and the primary challenge of property selection in neighborhoods favorable to group home operation/location. SCF is pursuing community acceptance while progressing on the offer paperwork. While SCF strives to secure financing by the week of July 23<sup>rd</sup>, it is anticipated that SCF will need to assume a 60 day due-diligence period, to allow for adequate inspection. SCF will simultaneously progress on the renovation bids and have them ready for dissemination to coincide with property closing. SCF will need an additional 30-40 days, minimum, to complete bid selections and renovation of properties. SCF is anticipating an additional 2-3 weeks to complete the licensure process with Department of Public Health. SCF's revised operational date for both homes is October 30, 2007.

SCF is requesting an extension of this project through December 31, 2007 to allow leeway for the completion of the property acquisition, renovation and licensing.

3. Is the project on budget; if not, how will this be dealt with?

SCF has not expended funds related to the property acquisition and renovation for homes 2 and 3. As SCF is able to progress with the purchase, these funds will be utilized.

4. Other comments/problems and solutions:

Please see comments under question 2 pertaining to change in timeline and request for extension.

**Denali Commission**  
**Quarterly Project Financial Report**

**Project Name: Capital Enhancement Phase 1 Therapeutic Family Group Homes**

Agency: Southcentral Foundation Reporting Period: April 1- June 30, 2007

Grant #: 65C-06-401

**Please include the following information:**

*(Use additional pages as necessary)*

Budget Information:

1. The total project budget—Denali Commission and other funds combined  
\$574,464
2. The total project expenditures as of the end of the most recent quarter  
\$83,738.59
3. The total amount of Denali Commission funds committed to the project  
\$574,464
4. The total expenditure of Denali Commission funds for the project as of the end of this reporting period  
\$83,738.59
5. The percentage of expenditures to the total budget: 15%

	Total Budget	Total Expenses	Percent of Expenditures to Total Budget
Down Payment	64,243	0	0%
Closing Cost	40,000	0	0%
Renovation cost for 1 <sup>st</sup> Group Home (Cleveland House facility)	83,000	83,738.59	15%
Renovation estimate for 2 additional group homes	190,000	0	0%
One Time Furniture, equipment and permits	197,221	0	0%
Total	574,464	83,738.59	15%

6. Project Performance Analysis (use PPA form on page2 of 641)

Project Schedule:

## Attachment G

Show the project schedule with milestone dates for design and construction.

<b>Therapeutic Family Group Home 1 (Cleveland Drive Property)</b>						
Task I.	Activity Description	Activity Start Date	Target date for activity completion		Responsibility	Status
1.	Modification & Licensing for group home	May 1, 2006	June 1, 2006		SCF Facilities/Project Manager	Completed on 1 <sup>st</sup> home June 2006.
2.	Assess needs and repairs of current facility	May 15, 2006	June 1, 2006		SCF Facilities	Complete
3.	Apply for DPH/MOA licensure/permits	June 1, 2006	August 2006		Charlie Daniels	Completed; home licensed October 2006.
4.	Award contract for repairs	April 15, 2006	May 1, 2006		Facilities	Completed
5.	Modification and repairs	May 1, 2006	June 1, 2006		Facilities	Completed
II.	Furnish building					
1.	Purchase household 1x expenses	June 16, 2006	June 30, 2006		Charlie Daniels	Completed
2.	Admit Clients	July 31, 2006	October 20, 2006		Treatment Team	Completed
III. Group Homes #2 and #3			Target	Revised		
1.	Identify, Purchase, application for permits for group home property	February 20, 2007	Feb/May 2007	October 2007	Charlie Daniels	Have identified two properties, submitting purchase offer. October 30, 2007
2.	Attend Community Counsel meeting for community acceptance process	February 15, 2007	Feb/May 2007	October 2007	Charlie Daniels	Have engaged Community Council and Assembly regarding identified properties. Target completion date October 2007



## Attachment G

Task	Activity Description	Activity Start Date	Target date for activity completion		Responsibility	Status
	Apply for municipal permits if applicable	February 15, 2007	Feb/May 2007	September 2007	Charlie Daniels	Pending property offers. Target completion date needs to be adjusted to Sept 2007.
	Submit licensure application for home through DPH	February 15, 2007	Feb/May 2007	September 2007	Charlie Daniels	Properties selected, pending offer.
IV.	Modification of group homes	Activity Start Date	Original Target Date of Completion	Revised Target Date	Responsibility	Status
1.	Assess needs for homes	February 1, 2007	Feb/May 2007	July 2007	Facilities/Charlie Daniels	Two properties have been identified; offers pending
2.	Bid renovations	February 1, 2007	Feb/May 2007	September 2007	Facilities	Pending closure on properties for 2 <sup>nd</sup> and 3 <sup>rd</sup> homes.
3.	Award contracts; modification repairs	February 20, 2007	Feb/May 2007	September 2007	Facilities	Pending closure on 2 <sup>nd</sup> and 3 <sup>rd</sup> homes.
4.	Secure memorandums of agreement with CIHA	July 21, 2006	July 31, 2006		Katie Johnson	Complete
5.	Furnish Building (Homes 2 and 3)	Feb 15, 2007	Feb/May 2007	October 2007	Charlie Daniels	Pending
6.	Admit referred and waitlisted clients	March 1, 2007	Feb/June 2007	October 2007	SCF Clinical Team	Pending

## Attachment G

Form 641A  
**Denali Commission**  
**Quarterly Project Financial Report**  
**Project Performance Analysis (PPA) Form**

Project Name: Southcentral Foundation  
 Reporting Period: April 1- June 30, 2007

Grant #: 65C-06-401

**NOTE: Include Denali Commission Grant Funds Only on this form.**

Line Items:	Approved Budget:	Actual Cost to Date:	Scheduled Completion Date:	Actual Work Performed:
Down Payment	64,243	0	Pending-targeting July 2007	SCF has reviewed more than 300 properties on the market, and has completed on-site visits of 30+ properties. Presently SCF has 2 identified properties and is working on financing for purchase.
Closing Cost	40,000	0	Pending-targeting September 2007	Pending selection of final two properties.
Renovation of 1 <sup>st</sup> group home	83,000	83,738.59	June 2006	SCF completed renovation as planned.
Renovation estimate of 2 additional homes	190,000	0	Pending	SCF is progressing on offers for the 2 <sup>nd</sup> and 3 <sup>rd</sup> group home during the 4 <sup>th</sup> quarter and is requesting an extension to complete the project by October 30, 2007.
One time furniture/equipment	197,221	0	Pending	Pending 2 <sup>nd</sup> and 3 <sup>rd</sup> home
<b>Totals:</b>	\$574,464	\$83,738.59		

Signature: \_\_\_\_\_

Katherine Gottlieb, President/CEO

Print Name and Title:

July 6, 2007

Date: \_\_\_\_\_

Form 641B